



Late or Missing Work

Lasalle Secondary School has your lifelong success at heart. As such, we are very concerned with the amount of work submitted late or not submitted at all. Deadlines are assigned for many reasons:

- The assignment or project you are completing directly relates to what we have studied in class.
- Deadlines are a requirement for your future: workplace, or post-secondary education.
- As you have student responsibilities, this provides you with the opportunity to be accountable for your education. This will have a positive impact on your academics and your personal life.
- Deadlines provide you with opportunities to work on time management – the development of skills to handle multiple tasks, the ability to prioritize tasks, the ability to plan and the ability to act on plans within a given time.
- When there are no time limits set for work to be completed, procrastination sets in.

There are consequences for missing and late work.

At the junior level (Grades 9 and 10):

- For your first missed assignment, the teacher will check in with you: do you understand what needs to be done? Do you need any support to complete this task? Together, you will set a new due date.
- For the second missing task, the teacher will contact home to notify them of the teacher's concerns.
- You can always submit work. Any work for Term 1 must be submitted by the end of Term 1; any work for Term 2 must be submitted by the last day of class.
- There will be a placeholder mark of zero until the missing work is completed and submitted.

At the senior level (Grades 11 and 12):

- Late work will be deducted 10% per day, to a maximum of 50%. Weekends count as one day.
- You can always submit work. Any work for Term 1 must be submitted by the end of Term 1; any work for Term 2 must be submitted by the last day of class.
- There will be a placeholder mark of zero until the missing work is completed and submitted.

Remember: It is always better to ask for help than have to deal with the consequences!